

Chapter : 1505 Ministry of Finance/General Supplies Department

- Creation:** A special directorate for supplies management was established under Administrative Organization of the Ministry of Finance Bylaw No. (25) for the year 1972. In 1976, the General Supplies Department became an independent department whose administration is affiliated to His Excellency the Minister of Finance. In 1978, General Supplies Bylaw No. (37) for the year 1978 was issued. However in 1992, the scope of government procurement expanded, and its importance increased. Therefore, it became necessary to issue a new supplies bylaw, which was issued under No. (32) for the year 1993.
- Vision :** Efficient management of the E-government procurement and inventory according to the best international standards
- Mission:** The General Supplies Department seeks to provide the ministries and government departments with their needs of goods and services with appropriate quality, price and time in a manner that ensures that the ministries and government departments perform their tasks and functions through qualified human cadres and enhance the strategic partnership with the stakeholders using the best techniques and modern methods in procurement and storage.
- Legal Framework :** Supplies Bylaw No. (32) for the year 1993, and amendments thereto, and instructions issued hereunder

Tasks of the Ministry / Department:

- Develop legislation and draw up the general policy of supplies management in line with the local, regional and international developments by providing opinion and consultation to the ministries and departments in the field of supplies' management.
- Secure the needs of ministries and government departments of supplies and their services as well as providing maintenance and insurance for them at high quality and reasonable prices and on time.
- Good exploitation and management of government stock to realize reduction in government procurement bill and contribute to reducing the general budget deficit and verify the actual need for procurement.
- Contribute to providing a database for supplies and their specifications and coding, issue documents to form scientific reference for researchers and those interested in this field, establish database for procurement processes and a chronological record of suppliers and supplies and services prices.
- Maintain standard specifications for supplies of common and recurrent use.
- Control supplies and use of them properly by making inventories at the ministries and departments as the General Supplies Department deems fit.
- Provide the ministries and government departments with stationery, publications and financial forms through the central warehouses of the department.
- Provide the ministries and government departments with fit for use surplus and unused supplies.

Ministry/Department Contribution to the Achievement of the National Objectives:

- Contribute to stimulate the national economy and sustainable development.
- Institutionalize reform, development and modernization process in supplies management.
- Contribute to reducing the general budget deficit and controlling public expenditures.

Major Issues and Challenges which face the Ministry / Department:

- Align the applicable legislation to be in line with the developments and requirements of e-commerce and e-government procurement and e- government stock.
- The high financial cost for using international internet which leads to a digital gap in dealing with the e-government, especially e-commerce and e-procurement.
- Lack of available opportunities for enabling and building self-capacities for the employees of General Supplies Department and Supplies Units in the ministries and government departments.
- The shortage of staffs and technical equipment and the increase of enabling workers in government procurement and stock in the government ministries and departments.
- The necessity of availability of digital certificates and e-signatures for the bidders or the staff in the ministries and government departments working with the banking sector

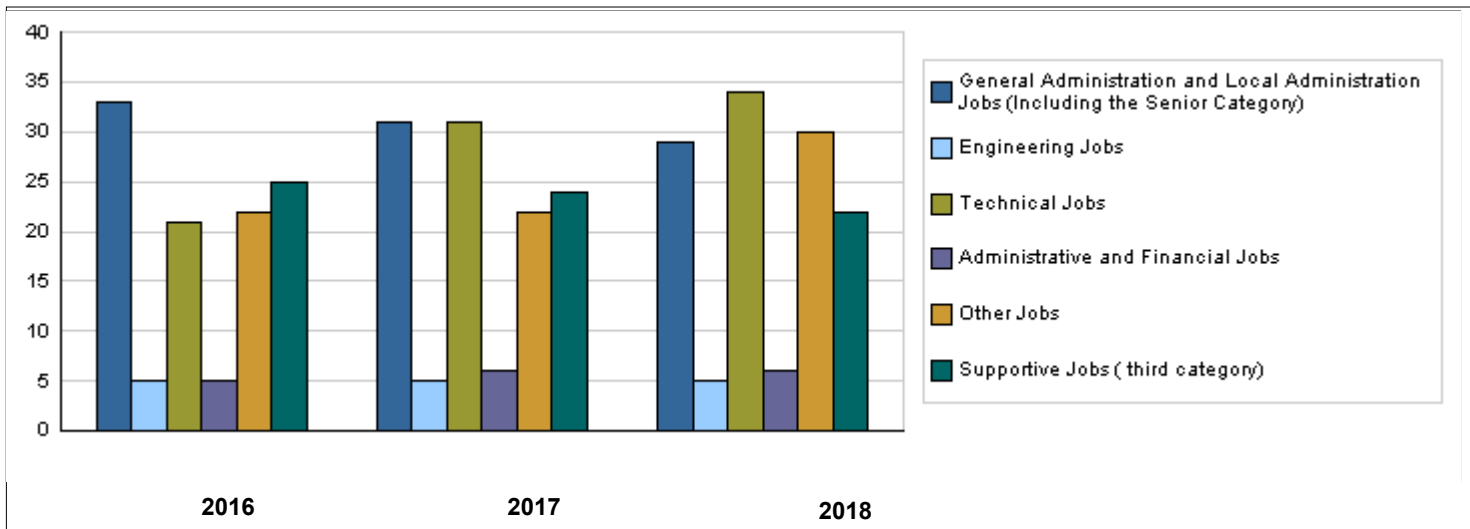
CHAPTER : 1505 Ministry of Finance/General Supplies Department

Strategic Objectives and Performance Indicators of the Ministry / Department

Strategic Objective	Performance Indicator	Base year	Value	Actual Value	Target Value	Preliminary Self Evaluation	Target Value		
				2016	2017	2017	2018	2019	2020
1 - To control government procurement operations and provide the needs of ministries and government departments, according to the applicable supplies bylaw	1 Percentage of accomplished procurement requests to the total requests received at the Department	2013	%93	%90	%92	%92	%92	%93	%93
	2 Saving amounts for the State's Treasury (million JDs)	2013	10	9	10	9	11	11	11

Number of Staff of the Ministry / Department

Group	Job	2016			2017			Preliminary 2018		
		Male	Female	Total	Male	Female	Total	Male	Female	Total
General Administration and Local Administration Jobs (Including the Senior Category)	Leadership and supervisory jobs	26	7	33	24	7	31	22	7	29
Engineering Jobs	Engineering jobs	4	1	5	4	1	5	4	1	5
Technical Jobs	Technical jobs	9	12	21	20	11	31	23	11	34
Administrative and Financial Jobs	Other jobs (Accountant, Administrative Officer)	3	2	5	4	2	6	4	2	6
Other Jobs	Procurement Officer, Researcher, Auditor	17	5	22	17	5	22	25	5	30
Supportive Jobs (third category)	Administrative services jobs	20	3	23	20	2	22	18	2	20
	Electricity jobs	2	0	2	2	0	2	2	0	2
Total		81	30	111	91	28	119	98	28	126
Total Cost of Salaries		759493	280909	1040402	848160	267840	1116000	966420	272580	1239000



Key Information of the Ministry / Department

No.	Description	2014	2015	2016	2017	2018
1	Purchasing medical supplies and treatments (million/ JDs)	43	52	27	30	30
2	Purchasing devices, equipment and machines (million/JDs)	4	2	4.1	6	5
3	Purchasing vehicles, equipment, tires, spare parts and oils (million/JDs)	4	6	3.5	4.5	5
4	Purchasing veterinary and agricultural supplies and vaccines (million/JDs)	12	3	0.5	0.5	1
5	Purchasing several materials and services (million /JDs)	24	22	56	25	35

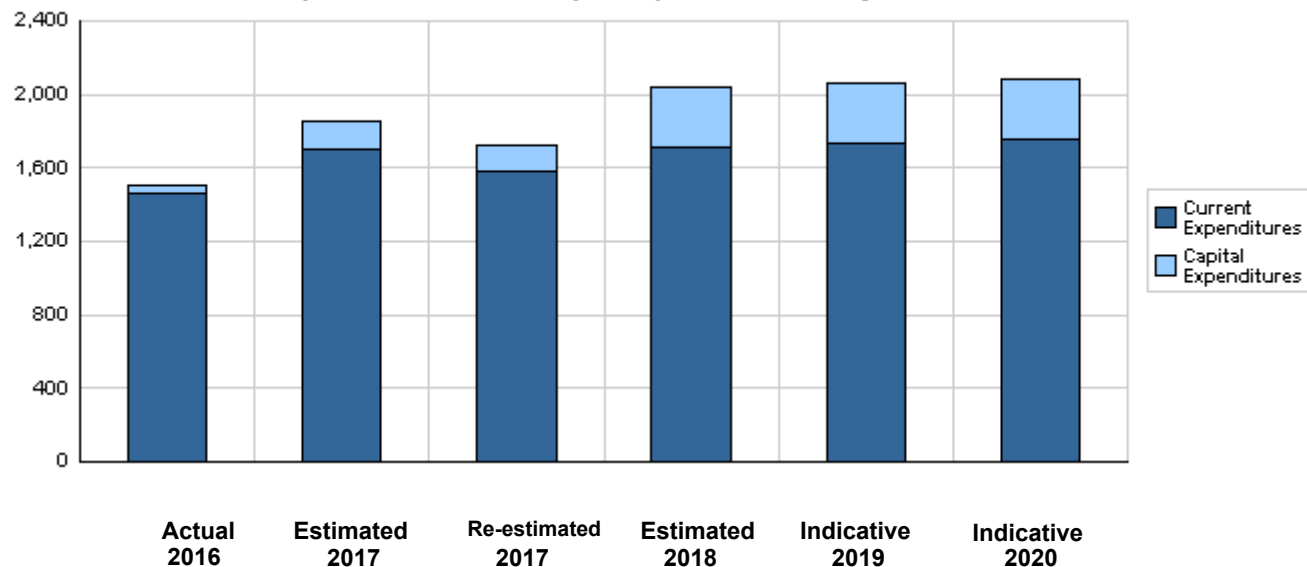
**Overall Summary of Expenditures for Chapter 1505- Ministry of Finance/General Supplies
Department
for the Years 2016 - 2020**

(In JDs)

Description		Actual 2016	Estimated 2017	Re-estimated 2017	Estimated 2018	Indicative 2019 2020		
Group	Current Expenditures							
2111	Salaries, Wages and Allowances	982,406	1,098,000	1,051,000	1,144,000	1,162,000	1,180,000	
2121	Social Security Contributions	57,996	65,000	65,000	95,000	97,000	99,000	
2211	Use of Goods and Services	406,485	507,000	440,000	445,000	450,000	455,000	
2821	Other Current Expenditures	13,770	16,000	15,000	15,000	15,000	15,000	
3112	Devices, Machinery and Equipment	0	14,000	10,000	10,000	10,000	10,000	
Total current expenditures		1,460,657	1,700,000	1,581,000	1,709,000	1,734,000	1,759,000	
		Capital Expenditures						
2211	Use of Goods and Services	13,201	30,000	20,000	70,000	70,000	70,000	
3112	Devices, Machinery and Equipment	30,561	130,000	120,000	260,000	260,000	260,000	
Total capital expenditures		43,762	160,000	140,000	330,000	330,000	330,000	
Treasury		43,762	160,000	140,000	330,000	330,000	330,000	
Total current and capital expenditures		1,504,419	1,860,000	1,721,000	2,039,000	2,064,000	2,089,000	

(Thousands of JDs)

Graph of the current and capital expenditures for the years 2016 - 2020

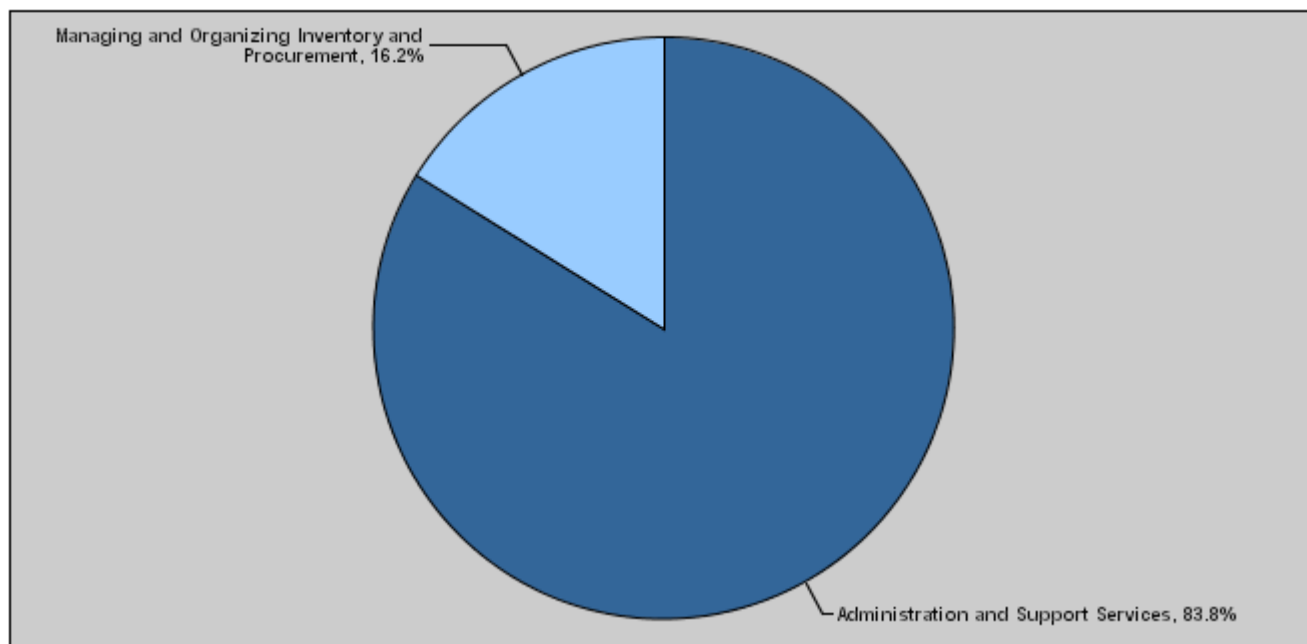


**Budget of Chapter 1505 - Ministry of Finance/General Supplies Department
For the Year 2018 Distributed According to Program**

(In JDs)

Prog.	Description	Current Expenditures	Capital Expenditures	Total Expenditures
2601	Administration and Support Services	1,709,000	0	1,709,000
2605	Managing and Organizing Inventory and Procurement	0	330,000	330,000
Total		1,709,000	330,000	2,039,000

Total Expenditures for the Year 2018 Distributed According to Programs



Estimated Allocations for Females distributed according to Programs for the Years 2016 - 2020

Program	2016	2017	2018	2019	2020
2601 Administration and Support Services	411905	380000	410000	416000	422000
Total	411905	380000	410000	416000	422000

Budget Chapter 1505 - Ministry of Finance/General Supplies Department Distributed According to the Program

2601	Administration and Support Services Program
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Objective of the program :

Provide support, guidance and services to all the Department's directorates.

The strategic objective related to the program :

Control the government procurement processes and secure the needs of ministries and government departments as per the applicable supplies bylaw.

Directorates associated with the program :

- 1- Administrative and Financial Affairs Directorate
- 2- Information Directorate.
- 3- Development and Training Directorate
- 4- Internal Control Directorate

Services provided by the program :

- Prepare training plan for the employees and qualify them.
- Computerize the activities of the Department.
- Prepare the annual report.
- Receive comments and complaints and solve them in transparent and accountable manner.
- Develop work and disseminate knowledge.
- Accelerate and improve the quality of services provided by the Department through customer service center.

Staff working in the program :

The program is implemented through a functional staff in 2017 estimated with (119) staff, including (91) males and (28) females .

Performance Measurement Indicators for Program

Performance Measurement Indicator	Base Year	Value	Actual value	Target Value	Preliminary Self Evaluation	Target Value		
			2016	2017		2017	2018	2019
1 Degree of satisfaction of the Department clients from the public sector	2013	%85	%90	%95	%93	%95	%95	%95
2 Degree of satisfaction of the Department's clients from the private sector	2013	%75	%85	%92	%90	%93	%94	%94
3 Percentage of qualified employees to total number of employees	2013	%70	%85	%90	%90	%90	%90	%90

Appropriations Of Administration and Support Services Program as Per Activities and Projects. (In JDs)

Activities and Projects	Actual	Estimated	Re-estimated	Estimated	Indicative	
	2016	2017	2017	2018	2019	2020
Current Expenditures	1,460,657	1,700,000	1,581,000	1,709,000	1,734,000	1,759,000
601 Administrative and Support Services	1,460,657	1,700,000	1,581,000	1,709,000	1,734,000	1,759,000
Capital Expenditures	33,160	0	0	0	0	0
001 Institutional Capacities Enhancement Project	33,160	0	0	0	0	0
Program / Treasury	33,160	0	0	0	0	0
Total Program	1,493,817	1,700,000	1,581,000	1,709,000	1,734,000	1,759,000

Budget Chapter 1505 - Ministry of Finance/General Supplies Department Distributed According to the Program

2605	Managing and Organizing Inventory and Procurement Program
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Objective of the program :

Supply the ministries and government departments with high quality supplies and services and cover them with insurance and exploit and manage these supplies well using the technological means and information systems.

The strategic objective related to the program :

Control the government procurement processes and secure the needs of ministries and government departments as per the applicable supplies bylaw.

Directorates associated with the program :

- 1- Strategic Projects Follow-up Directorate
- 2- Medical Supplies and Equipment Procurement Directorate
- 3- Mechanical and Office Supplies Procurement Directorate
- 4- Central Warehouses Directorate

Services provided by the program :

- Reduce government procurement invoice through recycling surplus supplies and stagnant and identify the general inventory of the government stock in all ministries and government departments.
- Control supplies and extent of benefit therefrom.
- Minimize time, efforts and cost when securing the services and supplies requirements of ministries and departments.
- Increase the efficiency of achievement in procurement, storage and central control on procurement and inventory.

Staff working in the program :

The program is implemented through the Department's staff.

Performance Measurement Indicators for Program

Performance Measurement Indicator	Base Year	Value	Actual value	Target Value	Preliminary Self Evaluation	Target Value		
			2016	2017		2017	2018	2019
1 Percentage of objections to the initial award decisions	2013	%35	%25	%15	%20	%15	%15	%15
2 Percentage of objections to the specifications and conditions of tenders	2013	%35	%20	%15	%18	%15	%15	%15
3 Degree of clarity of procurement procedures and standards	2013	%85	%90	%95	%95	%95	%95	%95
4 Duration for tender awarding/ working day	2013	90	70	50	65	50	50	50
5 Percentage of overage circulated among the ministries and government departments through the General Supplies Department	2013	%40	%65	%65	%65	%70	%70	%70

Appropriations Of Managing and Organizing Inventory and Procurement Program as Per Activities and Projects. (In JDs)

Activities and Projects	Actual	Estimated	Re-estimated	Estimated	Indicative	
	2016	2017	2017	2018	2019	2020
Current Expenditures	0	0	0	0	0	0
Capital Expenditures	10,602	160,000	140,000	330,000	330,000	330,000
002 Updating and Developing the Government Warehouses Systems	6,966	40,000	20,000	0	0	0
005 Contribution of central procurement departments in e-procurement system	3,636	120,000	120,000	130,000	130,000	130,000
006 E-transformation	0	0	0	200,000	200,000	200,000
Program / Treasury	10,602	160,000	140,000	330,000	330,000	330,000
Total Program	10,602	160,000	140,000	330,000	330,000	330,000

Chapter : 1505 Ministry of Finance/General Supplies Department

(In JDs)

Current Activities Appropriations According to Program								
Prog.	Activites		Actual	Estimated	Re-estimated	Estimated	Indicative	Indicative
			2016	2017	2017	2018	2019	2020
2601	601	Administrative and Support Services	1460657	1700000	1581000	1709000	1734000	1759000
		Total of Program	1460657	1700000	1581000	1709000	1734000	1759000
		Total	1460657	1700000	1581000	1709000	1734000	1759000

Capital Projects Appropriations According to Program								
Prog.	Projects		Actual	Estimated	Re-estimated	Estimated	Indicative	Indicative
			2016	2017	2017	2018	2019	2020
2601	001	Institutional Capacities Enhancement Project	33160	0	0	0	0	0
		Total of Program	33160	0	0	0	0	0
2605	002	Updating and Developing the Government Warehouses Systems	6966	40000	20000	0	0	0
	005	Contribution of central procurement departments in e-procurement system	3636	120000	120000	130000	130000	130000
	006	E-transformation	0	0	0	200000	200000	200000
		Total of Program	10602	160000	140000	330000	330000	330000
		Total	43762	160000	140000	330000	330000	330000

Overall Summary of Current Expenditures for the Years 2016 - 2020

Chapter: 1505 Ministry of Finance/General Supplies Department

(In JDs)

Group	Item	Description	Actual 2016	Estimated 2017	Re-estimated 2017	Estimated 2018	Indicative 2019	Indicative 2020
21		Compensations of Employees						
2111		Salaries, Wages and Allowances						
	101	Classified Employees	87540	90000	82000	85000	87000	89000
	102	Unclassified Employees	172140	180000	174000	178000	182000	186000
	103	Comprehensive Contract Employees	30816	32000	31000	32000	33000	34000
	105	Personal Cost of Living Allowance	157547	180000	167000	192000	196000	200000
	106	Family Cost of Living Allowance	15679	17000	17000	20000	21000	22000
	111	Additional Allowance	156450	178000	161000	182000	185000	188000
	113	Transportation Allowance	31773	33000	33000	37000	38000	39000
	114	Transport Allowance	8180	10000	10000	12000	13000	14000
	116	Employees' Bonuses	314257	350000	350000	350000	350000	350000
	120	Contract Employees	8024	28000	26000	56000	57000	58000
Total			982406	1098000	1051000	1144000	1162000	1180000
2121		Social Security Contributions						
	301	Social Security	57996	65000	65000	95000	97000	99000
Total			57996	65000	65000	95000	97000	99000
22		Use of Goods and Services						
2211		Use of Goods and Services						
	201	Rents	214714	215000	215000	215000	215000	215000
	202	Telecommunications Services	4246	5000	5000	5000	5000	5000
	203	Water	3281	4000	4000	5000	5000	5000
	204	Electricity	66958	65000	65000	66000	67000	68000
	205	Fuels	11574	13000	13000	14000	15000	15000
	206	Maintenance of Machines, furniture and accessories	1030	5000	5000	6000	7000	8000
	207	Maintenance of vehicles, equipment and accessories	1339	3000	3000	4000	4000	5000
	208	Repair and maintenance of buildings and accessories	1999	2000	2000	2000	2000	3000
	209	Stationery, Publications and Office Supplies	59883	145000	78000	78000	78000	78000
	210	Substances and raw materials (medicines, clothes, food, films, etc..)	628	1000	1000	1000	1000	1000
	211	Cleaning services and supplies including cleaning contracts	19462	23000	23000	24000	25000	26000
	212	Insurance	1623	4000	4000	4000	4000	4000
	213	Official Travel Missions	0	500	500	1000	1000	1000
	214	Goods and services expenses	19748	21500	21500	20000	21000	21000
Total			406485	507000	440000	445000	450000	455000
28		Other Expenditures						
2821		Other Current Expenditures						
	303	Scientific scholarships and training courses	0	2000	1000	0	0	0
	305	Non-Employees' Bonuses	13770	14000	14000	15000	15000	15000
Total			13770	16000	15000	15000	15000	15000
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	402	Devices, Machinery and Equipment	0	14000	10000	10000	10000	10000
Total			0	14000	10000	10000	10000	10000
Total of Chapter			1460657	1700000	1581000	1709000	1734000	1759000

Current Expenditures According to Program and Activities for the Years 2016 - 2020

Chapter : 1505 - Ministry of Finance/General Supplies Department

(In JDs)

Program : 2601 - Administration and Support Services								
Activity : 601 - Administrative and Support Services								
Group	Item	Description	Actual 2016	Estimated 2017	Re-estimated 2017	Estimated 2018	Indicative 2019	Indicative 2020
21		Compensations of Employees						
2111		Salaries, Wages and Allowances						
	101	Classified Employees	87540	90000	82000	85000	87000	89000
	102	Unclassified Employees	172140	180000	174000	178000	182000	186000
	103	Comprehensive Contract Employees	30816	32000	31000	32000	33000	34000
	105	Personal Cost of Living Allowance	157547	180000	167000	192000	196000	200000
	106	Family Cost of Living Allowance	15679	17000	17000	20000	21000	22000
	111	Additional Allowance	156450	178000	161000	182000	185000	188000
	113	Transportation Allowance	31773	33000	33000	37000	38000	39000
	114	Transport Allowance	8180	10000	10000	12000	13000	14000
	116	Employees' Bonuses	314257	350000	350000	350000	350000	350000
	120	Contract Employees	8024	28000	26000	56000	57000	58000
		Total	982406	1098000	1051000	1144000	1162000	1180000
2121		Social Security Contributions						
	301	Social Security	57996	65000	65000	95000	97000	99000
		Total	57996	65000	65000	95000	97000	99000
22		Use of Goods and Services						
2211		Use of Goods and Services						
	201	Rents	214714	215000	215000	215000	215000	215000
	202	Telecommunications Services	4246	5000	5000	5000	5000	5000
	203	Water	3281	4000	4000	5000	5000	5000
	204	Electricity	66958	65000	65000	66000	67000	68000
	205	Fuels	11574	13000	13000	14000	15000	15000
		001 Heating	7000	8000	8000	8000	9000	9000
		002 Saloon vehicles	4574	5000	5000	6000	6000	6000
	206	Maintenance of Machines, furniture and accessories	1030	5000	5000	6000	7000	8000
	207	Maintenance of vehicles, equipment and accessories	1339	3000	3000	4000	4000	5000
	208	Repair and maintenance of buildings and accessories	1999	2000	2000	2000	2000	3000
	209	Stationery, Publications and Office Supplies	59883	145000	78000	78000	78000	78000
	210	Substances and raw materials (medicines, clothes, food, films, etc..)	628	1000	1000	1000	1000	1000
	211	Cleaning services and supplies including cleaning contracts	19462	23000	23000	24000	25000	26000
	212	Insurance	1623	4000	4000	4000	4000	4000
	213	Official Travel Missions	0	500	500	1000	1000	1000
	214	Goods and services expenses	19748	21500	21500	20000	21000	21000
		Total	406485	507000	440000	445000	450000	455000
28		Other Expenditures						
2821		Other Current Expenditures						
	303	Scientific scholarships and training courses	0	2000	1000	0	0	0
	305	Non-Employees' Bonuses	13770	14000	14000	15000	15000	15000
		Total	13770	16000	15000	15000	15000	15000
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	402	Devices, Machinery and Equipment	0	14000	10000	10000	10000	10000
		Total	0	14000	10000	10000	10000	10000
		Total of Activity	1460657	1700000	1581000	1709000	1734000	1759000
		Total of Program	1460657	1700000	1581000	1709000	1734000	1759000
		Total of Chapter	1460657	1700000	1581000	1709000	1734000	1759000

Overall Summary of Capital Expenditures for the Years 2016 - 2020

Chapter : 1505 Ministry of Finance/General Supplies Department

(In JDs)

Group	Item	Description	Actual 2016	Estimated 2017	Re-estimated 2017	Estimated 2018	Indicative 2019	Indicative 2020
		Expenditures						
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures	13201	30000	20000	70000	70000	70000
Total			13201	30000	20000	70000	70000	70000
		Fixed Assets						
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices	27261	130000	120000	260000	260000	260000
	506	Vehicles and Equipment	3300	0	0	0	0	0
Total			30561	130000	120000	260000	260000	260000
Total of Chapter			43762	160000	140000	330000	330000	330000

Capital Expenditures According to Program and Projects for the Years 2016 - 2020

Chapter : 1505 Ministry of Finance/General Supplies Department

(In JDs)

Program 2601 Administration and Support Services								
Project		001 Institutional Capacities Enhancement Project						
Fund Source		102001 Capital (Treasury)						
Group	item	Description	Actual 2016	Estimated 2017	Re-estimated 2017	Estimated 2018	Indicative 2019	Indicative 2020
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures						
	011	Capacity building expenses	10701	0	0	0	0	0
		Total of Item	10701	0	0	0	0	0
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices						
	001	Computers and accessories	19159	0	0	0	0	0
		Total of Item	19159	0	0	0	0	0
	506	Vehicles and Equipment						
	010	Motorcycles	3300	0	0	0	0	0
		Total of Item	3300	0	0	0	0	0
		Total of Project / Treasury	33160	0	0	0	0	0
		Total of Program	33160	0	0	0	0	0

Capital Expenditures According to Program and Projects for the Years 2016 - 2020

Chapter : 1505 Ministry of Finance/General Supplies Department

(In JDs)

Program 2605 Managing and Organizing Inventory and Procurement								
Project		002 Updating and Developing the Government Warehouses Systems						
Fund Source		102001 Capital (Treasury)						
Group	item	Description	Actual 2016	Estimated 2017	Re-estimated 2017	Estimated 2018	Indicative 2019	Indicative 2020
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures						
	015	Operating systems and software	2500	20000	10000	0	0	0
		Total of Item	2500	20000	10000	0	0	0
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices						
	001	Computers and accessories	4466	20000	10000	0	0	0
		Total of Item	4466	20000	10000	0	0	0
		Total of Project / Treasury	6966	40000	20000	0	0	0
Project		005 Contribution of central procurement departments in e-procurement system						
Fund Source		102001 Capital (Treasury)						
Group	item	Description	Actual 2016	Estimated 2017	Re-estimated 2017	Estimated 2018	Indicative 2019	Indicative 2020
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures						
	035	Technical and administrative support	0	10000	10000	20000	20000	20000
		Total of Item	0	10000	10000	20000	20000	20000
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices						
	001	Computers and accessories	3636	110000	110000	110000	110000	110000
		Total of Item	3636	110000	110000	110000	110000	110000
		Total of Project / Treasury	3636	120000	120000	130000	130000	130000
Project		006 E-transformation						
Fund Source		102001 Capital (Treasury)						
Group	item	Description	Actual 2016	Estimated 2017	Re-estimated 2017	Estimated 2018	Indicative 2019	Indicative 2020
22		Use of Goods and Services						
2211		Use of Goods and Services						
	512	Operating and Sustaining Expenditures						
	016	Software licenses	0	0	0	50000	50000	50000
		Total of Item	0	0	0	50000	50000	50000
31		Non-financial Assets						
3112		Devices, Machinery and Equipment						
	505	Equipment, Machines and Devices						
	001	Computers and accessories	0	0	0	150000	150000	150000
		Total of Item	0	0	0	150000	150000	150000
		Total of Project / Treasury	0	0	0	200000	200000	200000
		Total of Program	10602	160000	140000	330000	330000	330000
		Total of Chapter	43762	160000	140000	330000	330000	330000